



Government of Gujarat  
Science & Technology Department

109/160474/Incentive

Dated: 27<sup>th</sup> May 2009

To,

All Secretariat Departments,  
Sachivalaya, Gandhinagar.

**Sub:** Procedure to be adopted to update the government department's  
Websites hosted at GSWAN

Sir/Madam,

As you are aware that more than 250 websites of various government departments/offices are hosted in server farm at present. It is observed that many times departments/offices use various methods to update their websites hosted in server farm of GSWAN including File Transfer Protocol (FTP) method. In view of the security measures and to keep track updation and accountability it has been decided to adopt a uniform policy for website's updation hosted in server farm of GSWAN. Also as discussed in the Secretaries Committee meeting dated 15 April 2009, it has been decided to give updation rights to the designated person only of each departments/HoD whose website is hosted in server farm, subject to the condition that modification matter/details shall also be submitted to the server farm manager simultaneously by e-mail for record and tracking of the changes.

All the departments are therefore requested to designate the person so authorized to update their web sites hosted at GSWAN and provide details of such designated government servant/officer along with name, e-mail id and telephone nos. to be submitted to the DST ([dsit@gujarat.gov.in](mailto:dsit@gujarat.gov.in)) and server farm manager, M/s Wipro, Server farm,

P.T.O.

Ground Floor, Vidhansabha, New Sachivalaya, Gandhinagar 382 010 e  
Mail ds\_barai@gujarat.gov.in , support@gujarat.gov.in immediately. No  
site updation will be allowed through FTP. Departments/offices can  
update their website by sending the mail from designated person or if the  
designated person comes directly to server farm to update the website  
than he/she will be allowed for the same. It is also requested to convey,  
this procedure to the head of department's/offices working under your  
department under intimation to this department. This is for your kind  
information and necessary action please.

Yours faithfully,



(Mukesh Ved)

Deputy Secretary (IT),  
Science & Technology Department

**Copy to:-**

1. Director (e Governance) GIL with a request to inform all concerned.
2. M/s TCIL, Block No 7 6<sup>th</sup> Floor, New Sachivalaya, Camp Gandhinagar
3. M/s Wipro Server Farm Vidhnsabha Ground Floor
- ✓ 4. PS to Secretary, DST
5. Select File of DS (IT)
6. Select File